

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING DIVISION**

**6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399
PHONE: 954.797.1111 • FAX: 954.797.1086 • WWW.DAVIE-FL.GOV**

DECK CHECKLIST

***We require 3 sets of plans/surveys Packaged and stapled together and 2 copies of applications and all other forms being submitted for this permit**

Required

- ___ Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- ___ **Zoning** 1 Sealed Survey (Original) and 3 Copies no older than 2 years without survey affidavit
 Label setbacks of dock to property line and how far it is into water on survey.
 Surveys must show all easements and encumbrances.
- ___ **Engineering** Complete Engineering cross section form showing drainage cross sections from top of slab (patio) to
 property lines include swale and all dimensions and elevations, show three views (rear, left right)
- ___ Structural Plans – (include the materials used)
- ___ Building Permit Application
- ___ Drainage District: if applicable – (Drainage/Lake Maintenance Easement)
 (**Required only if structure is in easement**)
- ___ Notarized Signature on Applications
- ___ Contractors- A Copy of all application licenses (Competency & Occupational)
 original insurance certificates for Workman's Comp and General Liability
- ___ Disclosure Statement - if submitted as on owner / builder application.
- ___ A plan check fee of \$30.00 is due at time of submitting application.

_____ Contractors Signature

_____ Owner signature required if applying for an owner builder permit